

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
29TH DIVISION STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6110/6175 OR DSN: 496-6110/6175

POSITION VACANCY ANNOUNCEMENT 16-055a Open Date: 15 March 2016 Close Date: 13 April 2016

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: INFORMATION MANAGEMENT

UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: MSgt/E7

ORGANIZATION/LOCATION: 32nd CST, 2253 Huber Road Fort Meade Maryland 20755

SEQUENCE: #

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO CURRENT ON-BOARD AGR MEMBER (SSGT/E5 THRU MSGT/E7) OF THE AIR MARYLAND NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP.

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
2. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
3. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Fitness Improvement Program is ineligible for entry into AGR status.
4. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
5. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and are not able to be move AGR asset.
6. Highly desired that member have completed the appropriate level of PME corresponding to their grade/rank.

BRIEF OF DUTIES AND RESPONSIBILITIES

Prepares WMD-CST digital information systems for deployment. Sets up the communications and digital network required by the WMD-CST Operations Officer. As required, conducts liaison with Incident Commander Engineers or the local electrical company to provide power for the WMD-CST information systems. Ensures there is uninterrupted communications/data exchange for all deployed members of the WMD-CST element. Operates WMD-CST information management and Reach-back systems within the command post. Serves as a WMD-CST point of contact for digital information and communication equipment. Manages WMD-CST computer hardware/software issues and the dissemination of classified information over a digital network. Ensures needed communication supplies and equipment are available. Integrates new software programs that perform modeling/simulations into the WMD-CST information management network. Acts as communications Frequency Manager for the WMD-CST. When required, establishes and maintains a digital information exchange between the Incident Commander and the WMD-CST command post. Performs other duties as assigned.

AFSC

AFSC: 3D0X2 Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program, and the Air Force Specialty Qualifications defined in AFI 36-2101, Classifying Military Personnel (Officer and Enlisted).

SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 4 years. Follow-on tour lengths may be from 1 to 4 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).
5. May be authorized PCS IAW the JFTR.
6. Must hold or be able to obtain a Top Secret security clearance.
7. Initial tour AGR Airmen who do not become AFSC qualified within the first 12 months will be separated from the AGR program.
8. Initial tour AGR Airmen must complete 100% of CST Basic Level ITRM training within first 12 months.
9. An AGR's failure to meet AFSC qualification standards may be separated, regardless of expiration date of their current tour.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

NOTE: Include the Job Number and Job Title on your application. Applications received after the closing date will be returned.

DO NOT STAPLE, DOUBLESIDE PRINT, OR PLACE DOCUMENTS INTO FOLDERS/BINDERS.

Applications must be received in the HRO not later than close of business (17:00 hours) on the closing date!

1. NGB Form 34-1, **DATED 20131111** Signed, dated and annotated with Vacancy Announcement Number.
2. Military Personnel Records Review RIP Attached, Virtual MPF Inquiry Will Suffice.
3. Letter of Application, Letters of Recommendation and other attachments are permitted but are not mandatory.
4. AGR Profile Verification Statement **(third page of this announcement)**.
5. ANG Physical Assessment Results.

For On-Board AGR Only Positions:

6. If you are a **Current On-Board AGR** member, you must submit Commander Memorandum of Authorization.

Forward application and attachments to:

**HUMAN RESOURCES OFFICE
ATTN: NGMD-AG-HRO
AGR BRANCH
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288**

**AGR VACANCY APPLICATION
PROFILE VERIFICATION STATEMENT**

NAME _____ ANNOUNCEMENT # _____

A. FITNESS PROGRAM TEST VERIFICATION

MEMBER MEETS STANDARDS IN ACCORDANCE WITH ANGI 10-248

YES NO

*Signature/Rank/Title Verifying Official

*Current supervisor, commander, or designated WMP Monitor

B. APTITUDE SCORES

Mech: _____ Admin: _____ Gen: _____ Elect: _____

**Signature/Rank/Title Verifying Official

**Current supervisor, commander, or Customer Service Representative

C. CURRENT AF Form 422, PHYSICAL PROFILE SERIAL REPORT

P:___ U:___ L:___ H:___ E:___ S:___ X Factor ___ Dated _____

MEMBER IS IS NOT QUALIFIED FOR WORLD WIDE SERVICE

**Signature/Rank/Title Medical Certifier

ATTACH TO NGB FORM 34-1

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION